

§ 4280.188 Grant funding for energy audit and renewable energy development assistance.

(a) *Maximum grant amount.* The maximum aggregate amount of energy audit and renewable energy development assistance grants awarded to any one recipient under this subpart cannot exceed \$100,000. Grant funds awarded for energy audit and renewable energy development assistance projects may be used only to pay eligible project costs, as described in paragraph (b) of this section. Grant funds awarded for energy audits and renewable energy development assistance projects are prohibited from being used to pay costs associated with the items listed in paragraph (c) of this section.

(b) *Eligible project costs.* Eligible project costs for energy audits and renewable energy development assistance are those post-application expenses directly related to conducting and promoting energy audits and renewable energy development assistance, which include but are not limited to:

- (1) Salaries directly or indirectly related to the project;
- (2) Travel expenses directly related to conducting energy audits or renewable energy development assistance;
- (3) Office supplies (e.g., paper, pens, file folders); and
- (4) Administrative expenses, up to a maximum of 5 percent of the grant, which include but are not limited to:
 - (i) Utilities;
 - (ii) Office space;
 - (iii) Operation expenses of office and other project-related equipment (e.g., computers, cameras, printers, copiers, scanners); and
 - (iv) Expenses for outreach and marketing of the energy audit and renewable energy development assistance activities, including associated travel expenses.

(c) *Ineligible project purposes.* Grant funds may not be used to:

- (1) Pay for any construction-related activities;
- (2) Purchase equipment;
- (3) Pay any costs of preparing the application package for funding under this subpart;
- (4) Pay any costs of the project incurred prior to the application date of the grant made under this subpart;

(5) Fund political or lobbying activities; and

(6) Pay any judgment or debt owed to the United States.

(d) *Energy audits.* A recipient of a grant under this subpart that conducts an energy audit shall require that, as a condition of the energy audit, the agricultural producer or rural small business pay at least 25 percent of the cost of the energy audit. Further, the amount paid by the agricultural producer or rural small business will be retained by the recipient as a contribution towards the cost of the energy audit.

(e) *Time limit.* Unless otherwise agreed to by the Agency, any energy audit or renewable energy development assistance grant agreement under this subpart will terminate 2 years from the date the Agency signs the agreement.

§ 4280.189 [Reserved]

§ 4280.190 EA/REDA grant applications—content.

Applications must contain the elements specified in paragraphs (a) through (g) of this section.

- (a) Form SF-424.
- (b) Form SF-424A.
- (c) Form SF-424B.
- (d) If applicable, a copy of the applicant's organizational documents showing the applicant's legal existence and authority to perform the activities under the grant.
- (e) A proposed scope of work, including a description of the proposed project, details of the proposed activities to be accomplished and timeframes for completion of each task, the number of months duration of the project, and the estimated time it will take from grant approval to beginning of project implementation. A written narrative to be used as the scope of work which includes, at a minimum, the following items:

- (1) An Executive Summary;
- (2) The plan and schedule for implementation;
- (3) The anticipated number of agricultural producers and/or rural small businesses to be served;
- (4) An itemized budget—compute total cost per rural small business or